

LOUDOUN COUNTY ANIMAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, May 26, 2010
Mickey Gordon Room 215
Depot Ct.
Leesburg, VA 20176

Committee Members Present:

Paul Popejoy, Sugarland Run, Chairman
Dr. Leslie Sinn DVM, Potomac, Vice Chairman
Donna S. Lewis, At-Large, Recording Secretary
Lila Westwood, Broad Run
Monica Patty, Dulles
Dr. Michael Strickland DVM, Leesburg (arrived 8:10 p.m.)

Committee Members Absent:

Kathy Brice, Blue Ridge
Joanne Dekker Donohue, Catoclin
Paul Dodaro, Sterling

LCACC Staff Present:

Thomas Koenig, Director
Donna Levesque, Administrative Manager
Kim Miller, Animal Control Officer
Laura Rizer, Public Relations
Inga Fricke, Shelter Manager

Public Present:

None

The meeting was called to order by Chairman, Paul Popejoy, at 7:00 p.m.
The minutes from the April 28, 2010 meeting were presented. The minutes were approved as corrected. (5-0-4)

Public Comment: None

DIRECTOR UPDATE:

FOIA Meeting Requirements

All meetings of committees or subcommittees members appointed by the BOS, to discuss public business, require public notice. Notify Donna Levesque (with a cc to Mr. Koenig) five working days in advance so she can post a public announcement. Provide date, time, and location of the meeting to her. Cancellations of posted notice do not have a time line. The shelter will be available for these meetings.

Shelter Management

Effective June 4, 2010, the Shelter Manager position will be vacated. Inga Fricke has resigned. Laura Rizer will represent the Shelter Manager at meetings and assume much of the Administrative and Program (public) aspects of the position. The Shelter Services area will be assigned to Ellen Nadeau. The position will post soon with a nationwide announcement and should take three months to fill. Targeted advertising will be used in such publications as HSUS Magazine as well as targeted web site postings.

Credit Card Processing

Approval has been received to start using credit cards for all transactions and donations. Ms. Levesque explained that an analysis was done and the cost incurred from transaction fees would be defrayed by having less bounced check revenue losses. The first year will have an initial start up cost due to the purchase of the machine. This cost will be absorbed by the Department. The Department is not allowed to collect a fee from the customer to off set this cost. The operational cost will be absorbed by the Department (normally 2% per transaction, \$10 = 20 cents). Debit cards will also be allowed (lower fee 50 cents per transaction).

Request for Recommendation on use of Trust Fund

Request Memorandum (May 28, 2010) was received for the building a 15 hundred square foot detached structure on the back side of the shelter at a cost of \$132,000. This was a conservative cost to a turn key operation to the point of computers and furniture. The special exception has been approved. Capitol Construction has a design which meets the ideas for the space usage. The payments will be made on a draw from the Trust Fund as each phase is done. The original concept of a trailer and concrete pad was rejected. This will be a steel facility on a concrete pad. To save cost, bids for the work will be piggy backed onto existing contracts with the schools and/or parks. The design has been cleared by the Health Department and Fire and Rescue. It will have a bathroom, sink, multi-purpose flooring, electric, water, and heat. Ms. Rizer has a grant up to \$7,000 that will be used for internal items. This expense will decrease the trust fund to a little below \$10,000. However, money is always being received to replenish. The funds spent on the Mobil Adoption Vehicle were recouped within a 2 year time frame. Dr. Sinn said that this is the type of facility that is needed to go forward with the Community Outreach program as well as the Remediation Program.

Motion (Lewis/2d Sinn): The Committee recommendations that the Animal Program Trust Fund be used, up to and including \$132,000, to construct an additional building facility for staff training and animal behavior center as outlined and discussed in SPEX 1999-009. Passed: 4-1-4 (opposed – Westwood).

Animal Control – Officer Miller

All the statistics have been distributed. There was a conflict with the Health Department on the rabies counts for March. The form shows the corrections for March and one for April. In June information on dogs in hot cars will be focused with newsletters, bookmark size notices and posters. The evening hours will be expanded. After hours

calls have increased. Hours will be from 6 p.m. to 9 p.m. Monday through Friday but not on weekends. Wildlife calls within Leesburg seem to have increased. It is not one specific issue. May numbers will show an increase. These calls reflect an immediate threat to a human by wild life.

Public Relations & Volunteer Activity – Laura Rizer

Volunteer statistics presented. Canine volunteers are increased. Twelve people attended a foster orientation and four are now active foster homes. May saw an increase of five new volunteers and three are scheduled to start in June. The Department is seeking an unpaid intern for the summer to help with the summer education programs. Three applications have been received so far.

Several local businesses have offered to do fund raising for the Care Program. VIP Boarding Kennel is working with Dr. Knode of House Paws to collect food and gift cards for the Care Program from Memorial Day through Labor Day. VIP will match, pound for pound, any and all donations made. Dr. Knode is also working with some suppliers to see about donation of preventative care (flea and tick, heart worm, etc.).

Flow Yoga, in Leesburg, for June 6-13 is donating the proceeds from one karma class per day to the shelter (\$5 per person). They will also be collecting donations. In the works is a Doga Class (yoga with your dog).

Animal Education Series starts June 12th with Dogs 101. Paws For Your Heart is on June 13th. The shelter was chosen as a Hometown Heroes by a local Girl Scout troop and received 60 boxes of cookies.

Mr. Popejoy asked is there was any way to promote the STA program. The space and resources are limited but they do seek out volunteers that have been through Jenny Swiggart's training and have been working as a canine companion. This training is on going and maybe current STA's could help with this training.

Animal Shelter – Inga Fricke

A feline assessment program has been started informally and internally. New cage cards for the cats will indicate more information from the assessments. This program is being sent out to experts in the field for their feed back. It was requested that a presentation be given to the AAC when it is in final form.

Subcommittee Reports

Reducing Euthanasia Rates – Ms. Westwood – Ms. Patty

Dr. Sinn asked if the Shelter staff had been consulted prior to distribution of the report which would enable the staff to give their feedback. (Note: the staff and committee members received an information copy by e-mail prior to the May meeting). Also a large gap is that cats are not addressed as to recommendations. A face to face visit might be a good idea instead of an e-mail exchange. Mr. Popejoy suggested that the written report

be sent to the staff and that a face to face meeting be held. **Motion:** To defer item to July meeting (Popejoy/2nd Sinn). Vote: 5-0-4.

Community Outreach – Dr. Sinn

Current outreach activities are the rabies clinic, dog wash, micro chipping clinic which resulted in 60 dogs being micro chipped and vaccinated for rabies. Also, the Paws for Your Heart Walk which has already been reported on.

Laws and Ordinances – Mr. Popejoy – Ms. Lewis

Tethering Dogs. Line 6 and 8 – “responsible party” should be “owner” and the wording for both lines has been clarified. Line 14 – b4 - can be stricken because it is covered in State Code. **Motion:** ACC recommend to staff that the draft ordinance on Tethering of Dogs be considered and reviewed and sent back to the AAC for final assessment before going to the BOS. (Popejoy/2nd Sinn). Vote: 5-0-4

Mr. Koenig stated that we are currently working with the Nuisance Ordinance and it is now in County Administration. Once it is finalized it will come back to the AAC (June meeting). Upon acceptance, an action item for the BOS will be created to request that it be sent to the Finance, Government Services & Operations Committee as an information item for review. In that process, two things are needed: Language for what the problem is that AAC is trying to solve and a list of additional items that the AAC is targeting for review. By June meeting a list of ordinances to be reviewed: 808, Tethering, Securing dogs in vehicles. Discussion was held on how to process to BOS enabling language for use of micro-chip as a form of tag to prove licensing of cats. This item may need to go to the State legislature. Mr. Koenig discussed the process for passing State legislation including getting wide range of support for the bill.

Animals in Emergency – Mr. Popejoy - None

Unfinished Business

Subcommittee Appointments:

Reducing Euthanasia Rates: Ms. Patty, Ms. Westwood, Mr. Popejoy

Community Outreach: Dr. Sinn, Ms. Lewis

Laws & Ordinances: Mr. Popejoy, Ms. Donohue

Animals in Emergency: Dr. Strickland

Animals in Emergency the large focus was to create the plan and that has been accomplished. The next step in the process is to plan a Pet Friendly Exercise. This would take all the work that the Department has done and put it into practice. Another focus could include outreach to individual emergency plans and contingencies for animal owners in Western Loudoun. Also a Community Animal Response Team has been talked about and would be good to investigate establishing. Outside contacts include the Extension Services and Virginia Tech. The staff contact is Mr. Koenig. Committee membership is limited to committee members. Committee members can solicit ideas from the public.

New Business

Committee Member Informational Reports

At Large – Ms. Donna Lewis – Distributed information on the May 1 NOVA Clinic and Paws For Your Heart Walk to the web sites Find It In Ashburn, 365 Things To Do in Loudoun County, Belmont Community web site, and Facebook. Ms. Lewis also had opportunity to post a notice with registration forms for Paws Walk as well as the Animal Education series at the Junior Girl Scout Troop 4252 Pet Supply Drive held on May 22nd in Belmont Country Club. Ms. Lewis plans to volunteer at the Dog Walk.

Blue Ridge – Ms. Kathy Brice - absent

Broad Run – Ms. Lila Westwood - none

Catoctin – Ms. Joanne Dekker Donohue - absent

Dulles – Ms. Monica Patty - none

Leesburg – Dr. Mike Strickland, D.V.M. – June 13 10 a.m. is Paws for Your Heart Walk. Proceeds will benefit the Animal Shelter and the Douglass Community Center. Web site: Paws4YourHeart.org

Potomac – Dr. Leslie Sinn, D.V.M. – Previously reported on May 1st Clinic

Sterling – Mr. Paul Dodaro - absent

Sugarland Run – Mr. Paul Popejoy - none

Adjournment 8:35 p.m.

Next meeting, Wednesday, June 23, 2010